

**FY 2002 VIRGINIA EMERGENCY HOME REPAIR PROGRAM**

**REPAIR FUNDS DISBURSEMENT REQUEST**

On behalf of the \_\_\_\_\_, located in \_\_\_\_\_,

Local Administrator

Locality

I hereby request Emergency Home Repair Program Grant (EHRP) Funds in the amount of \$\_\_\_\_\_, to conduct the approved activities set forth in the Grant Agreement under this Program by and between the GRANTEE and the Department of Housing and Community Development (DEPARTMENT). Records shall be kept of all project expenditures and match, and submitted to the DEPARTMENT upon request and per the terms of the AGREEMENT.

GRANT #: 02-ER-      FIN #: \_\_\_\_\_

First Request ☐

Second Request ☐

Grantee certifies that 90% of the funds from the first request have been expended.

Address of Grantee where Payment should be sent  
**(IMPORTANT PLEASE COMPLETE)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Authorized Representative \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**FOR DHCD USE ONLY**

**COST CODE**

**PROJECT CODE**

**AMOUNT**

_____	_____	\$ _____
_____	_____	\$ _____
<b>TOTAL</b>		\$ _____

**PAYMENT AUTHORIZED BY** \_\_\_\_\_ **DATE** \_\_\_\_\_